



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

CARMEL COLLEGE, MALA

- Name of the Head of the institution **Dr.Licy A.D**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **04802890247**
- Mobile no **9048365295**
- Registered e-mail **carmelnaac@gmail.com**
- Alternate e-mail **carmelcollege@rediffmail.com**
- Address **Carmel College, Mala, Thrissur**
- City/Town **Mala**
- State/UT **Kerala**
- Pin Code **680732**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Women**

- Location **Rural**

- Financial Status **Self-financing**

- Name of the Affiliating University **University of Calicut**
- Name of the IQAC Coordinator **Dr.Sr.Rini Raphael**
- Phone No. **04802894706**
- Alternate phone No. **04802894706**
- Mobile **7034609210**
- IQAC e-mail address **carmelnaac@gmail.com**
- Alternate Email address **carmelcollege@rediffmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)

<https://www.carmelcollegemala.ac.in/public/link/1659284851.pdf>

4.Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.carmelcollegemala.ac.in/public/link/1622654267.pdf>

5.Accreditation Details

| Cycle | Grade | CGPA | Year of Accreditation | Validity from | Validity to |
|----------------|----------|-------------|-----------------------|-------------------|-------------------|
| Cycle 3 | A | 3.22 | 2016 | 19/01/2016 | 18/01/2021 |
| Cycle 2 | A | 3.03 | 2010 | 28/03/2010 | 27/03/2015 |

6.Date of Establishment of IQAC

12/08/2005

7.Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|-----------------------------------|--------------------|----------------|-----------------------------|-----------------|
| Institutional 1 | RUSA | State | 2020-21 | 10000000 |
| Institutional 1 | Salary | State | 2020-21 | 37692854 |
| Institutional 1 | Scholarship | State | 2020-21 | 5836438 |

8.Whether composition of IQAC as per latest

Yes

NAAC guidelines

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 5

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

* Organised Webinar Series * Conducted Faculty Development Programme
* Conducted Academic Audit and Green Audit in collaboration with Nature's Green Guardians Foundation * Conducted Student Induction Programme * Conducted Orientation Programme for Parents and Teachers. * Conducted Orientation Programme for Teachers and Parents
*

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

| Plan of Action | Achievements/Outcomes |
|--|---|
| 1.To conduct Orientation programmes for Teaching and Non-teaching | 1.Teaching and non-teaching staff were oriented. |
| 2.Organise workshops and training sessions for the teaching and non-teaching staff on the various aspects of their area of work. | 2.The Teaching and non-teaching staff were given special training so that they could discharge their duties especially during the pandemic period |
| 3.To conduct an Induction programme for the new entrants. | 3.The students newly admitted were oriented about their programme. |
| 4.To conduct Faculty development programmes | 4.One week faculty development programme was conducted online. |
| 5.To conduct sessions of orientation and interaction for the parents | 5.Orientation session for parents was conducted |

13.Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

| Name | Date of meeting(s) |
|---------------------|--------------------|
| Board of Management | 12/08/2021 |

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

| | |
|--|---------------------------------------|
| 1.Name of the Institution | CARMEL COLLEGE, MALA |
| • Name of the Head of the institution | Dr.Licy A.D |
| • Designation | Principal |
| • Does the institution function from its own campus? | Yes |
| • Phone no./Alternate phone no. | 04802890247 |
| • Mobile no | 9048365295 |
| • Registered e-mail | carmelnaac@gmail.com |
| • Alternate e-mail | carmelcollege@rediffmail.com |
| • Address | Carmel College, Mala, Thrissur |
| • City/Town | Mala |
| • State/UT | Kerala |
| • Pin Code | 680732 |
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| • Affiliated /Constituent | Affiliated |
| • Type of Institution | Women |
| • Location | Rural |
| • Financial Status | Self-financing |
| • Name of the Affiliating University | University of Calicut |
| • Name of the IQAC Coordinator | Dr.Sr.Rini Raphael |
| • Phone No. | 04802894706 |

| | | | | | |
|--|---|----------------|-----------------------------|---------------|-------------|
| • Alternate phone No. | 04802894706 | | | | |
| • Mobile | 7034609210 | | | | |
| • IQAC e-mail address | carmelnaac@gmail.com | | | | |
| • Alternate Email address | carmelcollege@rediffmail.com | | | | |
| 3.Website address (Web link of the AQAR (Previous Academic Year) | https://www.carmelcollegemala.ac.in/public/link/1659284851.pdf | | | | |
| 4.Whether Academic Calendar prepared during the year? | Yes | | | | |
| • if yes, whether it is uploaded in the Institutional website Web link: | https://www.carmelcollegemala.ac.in/public/link/1622654267.pdf | | | | |
| 5.Accreditation Details | | | | | |
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| Cycle 2 | A | 3.03 | 2010 | 28/03/2010 | 27/03/2015 |
| 6.Date of Establishment of IQAC | | | 12/08/2005 | | |
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| Institutional/Department /Faculty | Scheme | Funding Agency | Year of award with duration | Amount | |
| Institutional | RUSA | State | 2020-21 | 10000000 | |
| Institutional | Salary | State | 2020-21 | 37692854 | |
| Institutional | Scholarship | State | 2020-21 | 5836438 | |
| 8.Whether composition of IQAC as per latest NAAC guidelines | | | Yes | | |
| • Upload latest notification of formation of IQAC | | | View File | | |

| | | |
|---|------------------|--|
| 9.No. of IQAC meetings held during the year | 5 | |
| <ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? | Yes | |
| <ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report | No File Uploaded | |
| 10.Whether IQAC received funding from any of the funding agency to support its activities during the year? | No | |
| <ul style="list-style-type: none"> If yes, mention the amount | | |
| 11.Significant contributions made by IQAC during the current year (maximum five bullets) | | |
| <p>* Organised Webinar Series * Conducted Faculty Development Programme * Conducted Academic Audit and Green Audit in collaboration with Nature's Green Guardians Foundation * Conducted Student Induction Programme * Conducted Orientation Programme for Parents and Teachers. * Conducted Orientation Programme for Teachers and Parents *</p> | | |
| 12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year | | |
| | | |

| Plan of Action | Achievements/Outcomes |
|--|---|
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13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

| Name | Date of meeting(s) |
|---------------------|--------------------|
| Board of Management | 12/08/2021 |

14.Whether institutional data submitted to AISHE

| Year | Date of Submission |
|------|--------------------|
| 2022 | 23/03/2022 |

15.Multidisciplinary / interdisciplinary

Multidisciplinary/Interdisciplinary

The institution ensures a multidisciplinary and interdisciplinary environment for the students in their choice of Open courses. A student belonging to the Science stream can enroll for an Open course offered by a department of the Arts stream and vice-

versa. In this way, given the faculties of Arts, Science, Commerce and B.Voc, the students have ample choice of courses that can be pursued. This helps to overcome the misconception that a student belonging to a particular stream can never do anything outside her stream or discipline of study. The institution offers the following choice of Open courses:-

| Program code | Program Name | Course code | Course Name |
|--------------|----------------------------|-------------|--|
| BSBO | B.Sc Botany | BOT5D03 | Open Course - Tissue |
| BSCH | B.Sc Chemistry | CHE5D01 | Environmental Che |
| BSMA | B.Sc Mathematics | MAT5D02 | Mathematics for M Science |
| BSAP | B.Sc Applied Physics | PH5 D01(1) | Non Conventional Sources |
| BSZO | B.Sc Zoology | ZO5D01 | Reproductive Health Education |
| BCAP | BCA | BCA5D01 | Introduction to Comp Office Automat |
| BBAD | BBA | BBV D1 | Hospitality Mana |
| BCCA | B.Com Computer Application | BC5D01 | Basic Account |
| BAFE | BA Functional English | FEN5D03 | Language for Adver Theory and Prac |
| BAHI | BA History | HIS5D02 | Historical Tou |
| BAPO | BA Political Science | POL5 D02 | Human Rights in |
| BASO | BA Sociology | SOC5 D01 | Life Skill Educ |

16. Academic bank of credits (ABC):

Since the institution is an affiliated college, we do not have the provision to create or engage our students in an Academic Bank of credits. However, as per the university rules, the students have the freedom to continue and complete their programme from where they discontinued even after a break.

17. Skill development:

The institution located in a rural setting is strongly committed towards moulding the students enrolling for the various programmes here, into independent and confident young women who are capable of taking care of themselves and their families. Which this aim in mind the various skill development centers in the institution train the students in various activities and skills which they can utilize in order to earn a living at any point of time. The various skill development centers, though not commercially productive greatly boost the morale of the students. The list is provided below:-

| Sl. No | Name of Department | Skill |
|--------|--------------------|----------------------------|
| 1 | Botany | Mushroom Cultivation |
| 2 | English | Paper Bag, Paper Pen |
| 3 | Physics | LED Bulbs |
| 4 | Chemistry | Sanitizer, Soap, Detergent |
| 5 | Agriculture | Organic Farming |

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

All the programmes offered by the institution also offer a common course in Hindi and English, of which the students are free to select any one of their choice. Through this the institution ensures that along with learning the disciplines of their choice, they are also made aware of the rich cultural heritage of the country. Besides this, programmes such as seminars, webinars and Arts festivals also play an important role in making the students aware of their heritage and traditional knowledge system.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Keeping in tune with the NAAC emphasis on Outcome-based education, the university revised the syllabus by incorporating programme and course outcomes in the syllabus. In order to continuously evaluate the students and measure their progress in accordance with the outcome defined in the syllabus, the institution resorted to continuous evaluation through class tests, seminars, assignments and internal examinations along with class performance and a track of the attendance of the student. This allows for a better evaluation of student performance and also allows the teacher to assist the student in the area that she is particularly lagging.

20.Distance education/online education:

The year 2020-21 was the ideal setting for the conduct of online education. All the programmes offered by the institution were made available to the students through the online mode. Since many of the students reported limited connectivity and financial constraints, the course content of the various programmes was shared with the students through videos, power point presentations and usage of many other online platforms.

Extended Profile

1.Programme

| | |
|--|-----|
| 1.1 | 655 |
| Number of courses offered by the institution across all programs during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

2.Student

| | |
|------------------------------------|------|
| 2.1 | 1636 |
| Number of students during the year | |

| File Description | Documents |
|---|---------------------------|
| Institutional Data in Prescribed Format | View File |

| | |
|--|-----|
| 2.2 | 176 |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

| | |
|---|-----|
| 2.3 | 408 |
| Number of outgoing/ final year students during the year | |

| File Description | Documents |
|------------------|---------------------------|
| Data Template | View File |

3.Academic

| | |
|---|---------------------------|
| 3.1 | 89 |
| Number of full time teachers during the year | |
| File Description | Documents |
| Data Template | View File |
| 3.2 | 93 |
| Number of sanctioned posts during the year | |
| File Description | Documents |
| Data Template | View File |
| 4.Institution | |
| 4.1 | 69 |
| Total number of Classrooms and Seminar halls | |
| 4.2 | 373.39 |
| Total expenditure excluding salary during the year (INR in lakhs) | |
| 4.3 | 294 |
| Total number of computers on campus for academic purposes | |

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Being affiliated to the University of Calicut, the institution follows the curriculum designed by the University for the Academic Programmes offered, except for B.Voc programmes, Add-on courses and certificate courses offered by the college and diploma courses by the Community College. From preparation of the academic calendar and master timetable, action plan and teaching plan, the effective curriculum delivery is monitored by IQAC. Each faculty adopts student-centric, ICT-enabled and inclusive teaching pedagogy. Online learning through LMS like Moodle, Google Classroom, apps, video and virtual labs have been integrated for

smooth curriculum delivery. Orientation on POs, PSOs and COs, bridge course, advanced and remedial coaching, peer-learning, Add-on/certificate courses, seminars/webinars are measures to supplement the curriculum. Student enrolment in MOOC courses via Coursera and Swayam platform, paper presentations, publications, internships, projects, field trips and industrial visits serve to offer experiential learning to students. The internal examinations assess the academic progress of the student. The Teacher's diary documents the day-to-day details teaching activities, which is submitted to the IQAC and the Principal.

Monthly departmental meetings reviews the progress of student performance. Feedback from parents and students are collected. College Council, IQAC, and Academic Co-ordinators monitor and propose improvements besides the conduct of periodic audits.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/Criteria%201/II%20additional.pdf |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Principal in consultation with the IQAC and the Exam committee frames the Academic calendar of the college, which is in congruence with the Academic calendar of the University of Calicut. Continuous internal evaluation is ascertained by the institution as a reliable measure to sustain the quality academic performance of students. Internal examinations, assignment, seminar/viva voce, and attendance/classroom performance for theory courses and lab involvement/record submission for practical courses constitute the parameters for internal assessment. Keen efforts are taken by each department and faculty to furnish and execute the teaching and evaluation process in compliance with the schedule in the academic calendar. Timely completion of the syllabus is assured to allow time for revision and preparation for the examination. Periodic class tests and allied academic activities are conducted to evaluate the student's level of cognition and ability to productively translate the same. Student performance in internal examinations constitutes a prime parameter of evaluation and the Examination Committee of the college is entrusted with the smooth

conduct of the same. The departments, while preparing the question papers, see to it that the questions adequately test the knowledge of students. Judicious evaluation of answer scripts and constructive feedback is also assured to the students.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.carmelcollegemala.ac.in/collegecalendar |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University **A. All of the above**

| File Description | Documents |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

6

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template) | View File |

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

1389

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution offers courses on gender, environment, human values and ethics as Core, Complementary and Elective for UG & PG Arts and Science streams. UG common course English, language courses, and open courses invariably emphasize on the need for inculcating human and ethical values among students. The audit courses prescribed for undergraduate students by the University

also cover areas including environmental studies, disaster management, intellectual property rights, and gender studies. Through active participation in the N.S.S, N.C.C and the Calicut University Social Service Programme, the students get a chance to be of service to their neighbourhood community, thereby making them responsible citizens. Additionally, value education course and ethics classes monitored by the Ethics Committee and tutorial sessions enliven students on the art of value-driven living. Proactive communication about the Code of Conduct and Ethics to be preserved by staff and students is done through the College Handbook, website and through various awareness classes conducted to maintain a quality academic and professional culture.

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

132

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Institutional Data in Prescribed Format | View File |

1.3.3 - Number of students undertaking project work/field work/ internships

827

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.carmelcollegemala.ac.in/feedbackpage |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://www.carmelcollegemala.ac.in/feedbackpage |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

661

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

88

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Taking into account the fact that the majority of students coming to Carmel hail from economically, socially, and educationally underdeveloped backgrounds besides being first generation learners, the institution adopts various strategies to assess the knowledge base of the students. The assessment of the students commences with the new entrants being provided with a Bridge course on their syllabus and course content . The Bridge course scores, internal examination scores, performance in classroom activities, class tests, seminar presentations, and assignments are used for identifying the learning levels of students. In order to ensure a holistic development Professional counselling, mentor-mentee, and tutorial system are also arranged for students. The conduct of Certificate and Add-on courses Career guidance and skill development programmes, discipline-centric seminars/webinars and workshops, field/industrial visits, faculty and student exchange programmes open avenues for experiential learning.

ASAP and WWS , coaching classes on PSC, Bank, Civil Service, NET/JRF, auxiliary training to hone interview skills and attend campus drives are conducted besides encouragement for Paper

presentations and publications.

They are also entrusted with peer-tutorship within their respective classes. Honouring University rank holders, awarding Best Dissertation, Best Outgoing Student, Best Library User, and Semester-wise topper in academics are steps to acknowledge student achievements.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/criteria_2/2.2.1/2.2.1_upload.pdf |
| Upload any additional information | View File |

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 1636 | 89 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution lays emphasis on adopting a student-centric teaching methodology that enriches learning experience. The programmes offered across disciplines calls for dynamic engagement in field trips, industrial visits, study tours, media visits, project/dissertation, and internships that promote experiential and participative learning. The departments also facilitate student interactions with eminent academicians, experts, and alumnae by organizing workshops, seminars, and lectures that are both discipline-centric and inter- disciplinary. The departmental collaboration with IQAC has resulted in initiating student-centric programmes like INSIGHT galvanizes productive learning. Students hold the reins of College Union, Campus Radio, Departmental Association, forums, and clubs in actively organizing various literary and cultural programmes, exhibitions, and competitions. They are offered avenues to participate in talk shows, fests, and

short film competitions, and encouraged to bring out manuscript magazines, organize street plays partake in the green initiatives of the campus and linkage programmes with old age homes, care centres, orphanages and hospitals all of which reinforces the practical aspect of learning transpired in classrooms. Though the pandemic affected the execution of most of these activities, the staff and students out of their commitment towards such learning experiences, conducted many of the programmes in the online mode also.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://www.carmelcollegemala.ac.in/alldata |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institutional policy on student support foregrounds preserving a congenial academic climate. The practice of mentoring is, thus, put in place to extend guidance to students in their personal and academic growth. As per the policy, each faculty of the institution is assigned with a maximum of 16-20 students as mentees whose needs and concerns should be judiciously catered to by the respective mentor. To ensure consistency, one hour per week is allotted for mentoring. In addition, the mentor can communicate with the mentee whenever required. Confidentiality is ensured by the mentor who also maintains the Mentor's Diary as a record of the meetings. In case of grave concerns reported, which is beyond the obligation of mentor, the mentee shall be assured with professional counselling and services, with the knowledge of the Head of the institution.

The mentor has a pivotal role in guiding the mentees throughout their period of study in the institution by establishing an accountable and trustworthy relationship. Encouraging them to identify their potentialities and shortcomings, guiding them to beneficially channel their energies and providing informed guidance to evolve as conscientious, self-reliant and emotionally mature individuals are the prime intent of mentoring as a practice.

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | View File |

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

89

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

89

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

15

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | View File |

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

345

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Continuous and transparent system of evaluation is ascertained by the institution as a reliable measure to sustain the quality of academic performance of students. Internal examinations, assignment, seminar/viva voce, and attendance/classroom performance for theory courses and lab involvement/record submission for practical courses constitute the parameters for internal assessment.. Timely completion of the syllabus is assured to allow time for revision and preparation for the examination. Periodic class tests and allied academic activities are conducted to evaluate the student's level of cognition and ability to productively translate the same. The quality and timely submission/presentation of assignments and seminars are taken into consideration to assess students' input, industry and comprehension of the subject.

Student performance in internal examinations constitutes a prime

parameter of evaluation and the Examination Committee of the college is entrusted with the smooth conduct of the same. The departments, while preparing the question papers, see to it that the questions adequately test the knowledge of students. Judicious evaluation of answer scripts and constructive feedback is also assured to the students. The publishing of the marks scored on the notice board and obtaining of the signatures of the students on the marklists increases the credibility of the grades given.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://www.carmelcollegemala.ac.in/grading |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The grievance redressal policy of the institution invests utmost care in dealing with the concerns raised by students on matters related to academics and examination. Before the commencement of an academic year, the Academic Calendar Committee chalks out the

schedule for conducting internal examinations keeping in mind students' requirement for adequate time to prepare. The Examination Committee conducts the internal examinations as specified in the academic calendar. In case of unforeseen inconvenience to comply with the timeframe, the students and faculty are duly intimated and alternate provisions are arranged. Timely evaluation and return of answer scripts to the students are done by the teachers concerned and queries or grievances related to assessment, if any, are redressed primarily by the concerned subject teacher, class tutor, or Head of the Department. If not satisfactorily redressed, students can submit their grievances in writing to the Grievance Redressal Cell, coordinated by a senior faculty, which will be subjected to detailed inquiry to effect prompt redressal following authentication from the Principal. Teachers share informed suggestions and tips for improvements generally in class and individually, to students, when required. Consolidated internal scores are published on the department notice board for verification by students.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://www.carmelcollegemala.ac.in/assets/user/pdf/Policy_document_carmel.pdf |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Being an affiliated college, the institution follows the curriculum framed by the University of Calicut for all of its programmes. The POs for programmes offered at the college are framed in line with the stated vision, mission, and objectives of the institution. Information of the programmes offered by the college, and the specific POs, PSOs, and COs are made available to the students and stakeholders through the College website . The departmental staff meeting, spearheaded by the Head, serves as a time for fruitful deliberation on the stated objectives of the programme and courses before the framing of the action plan and allocation of the syllabus to the faculty. A detailed orientation on the scope, objectives, syllabus, and skills requisite are provided to the newly admitted students. Additionally, students are enlightened about the nature and scope of their discipline through classroom sessions by class tutors and faculty handling each course. The Bridge course provided to these students on what is the expected outcome from the programme. The departments also ensure sound dissemination of the stated purpose, prospects, and employability of the particular programme through various workshops and interactive sessions handled by experts in the field.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.carmelcollegemala.ac.in/outcome |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Being an affiliated college, the institution follows the curriculum framed by the University of Calicut for all of its programmes. The POs for programmes offered at the college are framed in line with the stated vision, mission, and objectives of the institution. Information of the programmes offered by the college, and the specific POs, PSOs, and COs are made available to the students and stakeholders through the College website . The departmental staff meeting, spearheaded by the Head, serves as a time for fruitful deliberation on the stated objectives of the programme and courses before the framing of the action plan and allocation of the syllabus to the faculty. A detailed orientation on the scope, objectives, syllabus, and skills requisite are provided to the newly admitted students. Additionally, students are enlightened about the nature and scope of their discipline through classroom sessions by class tutors and faculty handling each course. The Bridge course provided to these students on what is the expected outcome from the programme. The departments also ensure sound dissemination of the stated purpose, prospects, and employability of the particular programme through various workshops and interactive sessions handled by experts in the field.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.carmelcollegemala.ac.in/attainmet |

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

341

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | https://www.carmelcollegemala.ac.in/NAAC/criteria%20/2.6.3/Annual%20Report/Annual%20Report%202020-21.pdf |

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://carmelcollegemala.ac.in/survey>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | View File |

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

5

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

| File Description | Documents |
|---|---------------------------|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| Paste link to funding agency website | Nil |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

With the intent to groom students on ways to translate learning to practical experience,

IQAC, departments and various clubs and cells of the institution undertakes the conduct of 'INSIGHT' programme, seminars, workshops, alumnae interaction particularly in the areas of research, industries, skill development, career orientation, sustainable living, and entrepreneurship. To nurture the innovative bent of students, the institution promotes participation in IIC by MHRD and YIP (Young Innovators Programme) by KDISC.

The faculty of Chemistry, Physics and English have provided training sessions to create ecofriendly, energy-conserving and daily use home products like paper pens, paper files, LED bulbs/stars, soap/soap powder, dish wash etc. and organised workshops to enhance personal, soft and technical skills. The

college fosters academic collaborations with other premier institutions and industries for internships, projects and faculty/student exchange programmes. Research guideship and minor projects by faculty, Carmel Blaze and Carmel Bloom, multidisciplinary research publications by the college, paper presentation/publication and Coursera for Campus Programme helped promote learning and research. Student involvement in green practices like quail farming, aquaculture, maintenance of Botanical Garden, Herbal Medicinal Garden, Carmel Orchidarium, RET Garden, Fruit Garden, Vegetable Garden under the aegis of the departments of

Vocational Studies, Zoology and Botany .

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/criteria_3/3.2.1/3.2.1_additional.pdf |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

34

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | https://www.carmelcollegemala.ac.in/researchmain |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

14

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

15

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

To inculcate the spirit of inclusivity and commitment, several extension programmes with students as backbone are steered by the

institution for community betterment. In collaboration with governmental organizations/departments and NGOs, hospitals and schools, numerous activities have been initiated by NSS and NCC units of the college. Tree plantation, distribution of seedlings, tapioca cultivation, mushroom cultivation and vegetable

gardening in adopted villages Health awareness programmes on lifestyle diseases, health and sanitation Awareness Class on diverse topics like plastic waste management, human rights, anti-intoxication, cybercrime, road safety, Palliative care programme, Yoga and Self-defense training Entrepreneurship and skill development programme. Making of eco-friendly/energy-saving products like cloth bags, paper pen/pencils, LED bulbs etc. Training in mushroom cultivation, organic farming, preparation of karkidaka kanji, apiculture, vegetable garden - Department of Botany, Legal Literacy - Department of Political Science-Career awareness on Vocational Courses - Department of Vocational Studies-Reproductive Health -Department of Zoology-Child Abuse and Child Protection - Department of Sociology. Carmel Extension Centre for Women, Diploma courses in DTP, banking and tally by Community College and CDIT courses by Carmel Computer Academy, library services and financial aid to neighbourhood women, free vacation classes for the children of the locality are productive extension initiatives by the institution.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/criteria_3/3.4.1/3.4.1.pdf |
| Upload any additional information | View File |

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| Any additional information | View File |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

200

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

47

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | View File |
| Any additional information | View File |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

11

| File Description | Documents |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | View File |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Flourishing over 16 acres 92 cents of land, nestled in lush green and serene atmosphere, the institution has strived to sustain a congenial academic milieu by augmenting all support systems to

inspire learning, creativity and innovation. Well ventilated, sufficiently furnished, smart classrooms CCTV camera in select classrooms and 2 Examination Halls

23 Laboratories with state of art facilities Botany Research Centre and Research Scholar room to facilitate quality research Museum and Herbarium (Botany), Museum (Zoology)

Auxiliary facilities in departments- Desktops, laptops, printer/scanner, speakers

Well-stacked, fully automated library with free browsing, research, and reading corners along with several Department libraries, Digital repository (DSpace), and reprography facility

Media Centre, DTP, photocopying, and bookbinding facility. Auditorium cum Indoor Stadium, 5 conference halls, 3 seminar halls, one with video -conferencing

facility, 4 guest rooms and visitor's room, Student's Corner, Arts and Cultural Centre, leisure bowers for study and recreation. Separate parking shed, canteen cum store facility and retiring room for students and staff, Wide spaced sports ground, open stage and gallery. Green practices to nurture campus environment, Fitness Centre, Health Club, counselling centre, yoga and self-defense training for physical and mental wellbeing. Clean drinking water facilities, washroom, toilets/bathrooms, and incinerators for both staff and students on each floor.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/infra |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has consistently promoted the holistic development of students by providing them ample platforms to engage in intellectual, artistic and athletic activities. The Physical Education department has groomed promising sportswomen through expert coaching in cricket, track cycling, archery, hockey, athletics, shuttle badminton, ball badminton, karate, football, volleyball, basketball, weight lifting, road cycling,

sepak takraw and taekwondo in addition to yoga and self-defence training. Numerous laurels, at national/state/district and university levels, have been brought to the college. The Student Union and Fine Arts Committee organizes cultural events as part of Fresher's Day, Union Inauguration, Arts Day, College Day, and important festivals.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/sports |

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

71

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/ict |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

109.42

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | View File |

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The pandemic brought to light the fact that the institution has the capacity to support its staff and students in their journey of acquiring and transferring knowledge even during the most challenging situations. The library of the institution, established in 2003, is the prime reservoir of knowledge, located as a separate three-storied building with a total area of 932Sq.mts and spacious enough to accommodate a seating capacity of 235. The library is fully automated (January 2014) with KOHA 17.11 software that can easily facilitate catalogue searching, information retrieval, circulation, book reservation, renewal, membership and acquisition.

| File Description | Documents |
|---------------------------------------|--|
| Upload any additional information | View File |
| Paste link for Additional Information | https://www.carmelcollegemala.ac.in/librar y |

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File |

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

83.07

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

155

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Augmenting IT integration into the routine academic and administrative engagements of the institution has been a matter of priority since the post accreditation period. Full-fledged Wi-Fi Internet connections- lease line connection via Jio (10mbps), Fiber Optic connectivity via 2 Kerala Vision (60mps), 1 Railnet (40mbps), 1 BSNL (20mbps) for office, 1 BSNL (40mbps -educational plan by the Government) for library Powerful servers to run academic and library functioning- KOHA, TCS, Moodle, and Website with

cloud server facility along with DSpace and 2 CCTV local servers Intranet and intercom connection G-suite account for the institution and staff with unlimited digital storage

Computerized accounting and data handling in the Office for management of student admission.

Linways Academic Management System (MIS), adopted in 2020, forefficient management of academic/administrative activities Biometric attendance system for staff andIR Scanner

.All classrooms have LCD projectors and internet access

Use of LMS like Moodle, Google Classroom and learning apps Cyberoam firewall network security is assured to tackle cyber infiltration LCD TV, 1 each to watch news and practice and 2 for CCTV surveillance Well-maintained college website, Media Centre/Recording Room and Carmel Spectrum- Official YouTube channel to broadcast campus news.

| File Description | Documents |
|---------------------------------------|--|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/itinfr a |

4.3.2 - Number of Computers

294

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

217.06

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college ensures optimal allocation and utilization of the available financial resources to maintain the physical, academic, and support facilities. The Finance Advisory Committee proposes a budget to meet the requirements for repair/maintenance/installation/renovation on account of stakeholders' feedback collected by the IQAC and suggestions pooled from the College Council. The same is placed before the Local Management Committee and Governing Body for ratification before submitting to the Board of Management for sanction of the fund. The Planning Committee and Building Committee prepare the blueprint for infrastructural augmentation necessary to facilitate academic and administrative works, while

the Monitoring Committee oversees its implementation. Open tender and E-tender system are followed by the college for construction and maintenance. The Purchase Committee sees to the timely procurement of equipment and other essentials including chemicals, learning resources etc. The college bursar and an adept support team are in charge of overseeing maintenance work. A maintenance register is kept in the office for this purpose. Additionally, electricians, plumbers, carpenters, masons, attenders, gardeners, sweepers, and security guard, engage in either manufacture or repair of fittings, furniture and facility systems like electrical and water supply networks, motors and pump sets, campus landscaping, gardening, cleaning and security.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/maintenance |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

535

| File Description | Documents |
|---|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | No File Uploaded |
| Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template) | View File |

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

111

| File Description | Documents |
|--|---------------------------|
| Upload any additional information | View File |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | https://www.carmelcollegemala.ac.in/skilleenhancement |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

172

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

172

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

| File Description | Documents |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

16

| File Description | Documents |
|--|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

219

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | No File Uploaded |
| Details of student progression to higher education | View File |

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

8

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

46

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | View File |
| Any additional information | No File Uploaded |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution believes in securing a nurturing ground for the student community to evolve as strong, passionate, perceptive leaders in their own right. The Student Union, comprising of Chairperson, Vice-Chairperson, General Secretary, Joint Secretary, two Councillors to the Calicut University Union, Fine Arts Secretary, Student Editor, Departmental Associations' Secretaries, three representatives from each academic year of UG programmes and one from PG programmes, constitutes one of the seminal student bodies, functioning under the guidance of a staff advisor and representing the welfare interests of student community and institution at large. However, this year the pandemic affected these activities and everything was limited due to complete lockdown.

The General Captain, is entrusted the rein of Sports Cell and its activities under the guidance of the Sports Cell Coordinator along with the organizing of online fitness and yoga awareness classes for a healthy lifestyle. Students are also accorded agency to partake in the decisive affairs of the institution through representation in prominent college committees like SQAC, Anti-Ragging Cell, Student Grievance Redressal Cell, ICC, Women Cell, AICUF, Library Committee, Discipline Committee and Hostel Council. The activities of NSS and NCC units are deftly executed by the student volunteers and cadets.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/collegeunion |
| Upload any additional information | No File Uploaded |

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

41

| File Description | Documents |
|---|---------------------------|
| Report of the event | View File |
| Upload any additional information | No File Uploaded |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template) | View File |

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

One of the strongholds of the institution is its alumnae. The alumnae association of the institution is a registered body, TSR/TC/405/2019, under 'The Travancore- Cochin Literary, Scientific and Charitable Societies Registration Act'. All the activities of the association are managed by an Executive Committee that acts as per the directions of the General Body. The Association holds quarterly executive meetings and a general body meeting to elect new office bearers and to devise various fruitful activities for the year. All outgoing students become members of the Alumnae Association with one-time registration.

The Association activities of the year took place primarily in the online mode. Two webinar series- Litworld webinars and BIBLIO - in

collaboration with the Department of English and Language Departments, respectively, have been organized this year. Besides, the departments arranged motivational sessions by alumnae as resources persons for the students.

The alumnae association's constructive feedback and purposeful involvement in mobilizing resources have been profoundly beneficial in ascertaining the welfare of the student community and the progress of the institution. The Association also held the alumnae reunion in acknowledgement of their solid bond with the alma mater and released the Alumnae Annual Bulletin.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/alumnae |
| Upload any additional information | View File |

5.4.2 - Alumni contribution during the year D. 1 Lakhs - 3Lakhs (INR in Lakhs)

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Since the inception of Carmel College in 1981, the institution, under the farsighted guidance of CMC Udaya Province, has stayed committed to its core values and vision. Driven by the motto 'Light & Love'. The institution envisions to "uplift the weak and downtrodden sections of society, especially that of the rural women, to liberate her from the shackles of bondage to a new world of 'light' and 'love'." The Board of Management constitutes the apex decision-making body while the governance of the institution is administered by the Governing Body that devises the institutional policies and procedures to be adhered to by all stakeholders. The Local Management Committee, Financial Advisory

Committee and

College Council assists the Head of the institution in undertaking pertinent decisions relating to the routine affairs of the college. The Principal spearheads all activities of the institution through various committees constituted for the purpose. College Council steered by the Principal and comprising of the HoDs, Librarian, and Office Superintendent along with the IQAC play a significant role in formulating and executing perspective plans and strategies for institutional enhancement.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://assessmentonline.naac.gov.in/storage/app/hei/SSR/106856/6.1.1_1638021169_6149.pdf |
| Upload any additional information | View File |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Carmel College upholds an inclusive and decentralized workspace cum learning environment to ascertain consistency in the institution's progress. Equitable deputing of responsibilities at various levels and active dialogue between the Management and stakeholders are assured for productive and responsive contributions from all. Each faculty of the institution are represented through numerous functioning Committees/Cells/Clubs to channel collective participation in realizing institutional objectives. The institution equally ensures students' involvement in various decision-making bodies and educational enterprises that comes outside the purview of the curriculum. Both PTA and Alumnae Associations are

assigned prominent roles in effecting the smooth run of the institution and in uplifting the profile of the institution. Every single routine administrative and allied transactions of the institution undergo the discreet supervision of an adept administrative staff and support staff.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/criteria%206/6.1.2/6.1.2.pdf |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A consistent quest to solidify the impact of quality academic engagements has been the impetus behind the perspective plan drafted by the institution, post-accreditation. In codifying the plan, IQAC in consultation with the Governing Body and College Council accorded priority to both the feedback collected from all stakeholders during various stages. In tune with the growing needs for an industry-oriented, competency-based, stimulating teaching-learning milieu, the plan formulated placed emphasis on introducing new academic programmes, assuring student support measures and quality research culture, augmenting academic and sports infrastructure, upgrading ICT, lab and library facilities, digitalization of academic and administrative works, fostering green initiatives, gender sensitization and strengthening extension/outreach activities. Taking into account various factors including the remote, rural locale of the institution and meagre economic background of the majority of stakeholders, their feedback on institutional academic provisions, growing demand for programmes with prospects of employability and those which supplement curriculum and skill development, prospective means for community engagement and enhancement. In addition to this, faculty-student exchange programmes and academic collaborations have been taken up with more fervour. Departments organize seminars/workshops that are both discipline-specific and interdisciplinary and involve in extension activities, sharing knowledge and human resources.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/criteria%206/6.2.1/6.2.1_full.pdf |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college has a well-functioning organizational structure managed by the CMC Sisters of Udaya Province, Irinjalakuda.

Board of Management: Board of Management is constituted by the Manager (President), Education Counsellor (Vice President), Principal (Secretary), Bursar (Treasurer), Local Manager, Management Nominee, and staff representatives.

Governing Body: spearheaded by the Manager frames the institutional policies in tune with the vision and mission.

Local Management Committee: conducts monthly meetings and holds decision making power in the management of the college.

Principal: appointed by the Manager, is the head of the institution entrusted with overseeing the smooth conduct of day-to-day academic and administrative activities.

College Council: with the Principal as Chairperson proposes informed suggestions on the customary affairs of the college.

IQAC: occupies a pivotal role in devising the strategic plans for the quality enhancement of the institution.

Staff Association: Both teaching and non-teaching staff associations comply with the institution in carrying out responsibilities and catering to the welfare of its members.

Heads of the Departments: are designated with the duty of managing the departmental affairs in concordance with the action plan, Holding monthly departmental staff meetings, ensuring timely

documentation, collecting feedback and implementing remedial measures wherever required.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://assessmentonline.naac.gov.in/storage/app/hei/SSR/106856/6.2.2_1638021427_614_9.pdf |
| Link to Organogram of the institution webpage | https://carmelcollegemala.ac.in/organogram |
| Upload any additional information | View File |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

| File Description | Documents |
|--|---------------------------|
| ERP (Enterprise Resource Planning) Document | View File |
| Screen shots of user inter faces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college assures the availability of all welfare schemes accorded by the Government, UGC and affiliating University to the teaching and non-teaching staff. The same includes Provident Fund, Group Insurance Scheme (GIS), State Life Insurance Scheme, National Pension Scheme (NPS), Medical Reimbursement, Accident Insurance and Festival Allowance. The Management grants festival allowance on Onam, Christmas, Vishu, Easter and Patron's Day for the support staff. Additionally, casual leave, half pay leave or commuted leave and other eligible leaves including maternity leave, paternity leave and leave

benefits for those who suffer from miscarriage are given to the staff concerned.

Besides ascertaining a congenial workplace, other beneficial and relief measures endowed by the institution include:

Duty leave to attend Professional Development Programmes, Orientation/Refresher courses,

Advance payment in case of non-dispersal of salary or delay, Reasonable remuneration packages to the Management staff, Financial support during contingency, Interest-free loans for those in need, Admission preference for children and wards of the employees to any programme, Granting of funds to departments to organize seminars/workshops and awareness programmes, Financial assistance to staff for attending conferences/seminars and presenting research papers.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/teachassociation |
| Upload any additional information | View File |

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

5

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes

organized by the institution for teaching and non teaching staff during the year

11

| File Description | Documents |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | View File |
| Reports of Academic Staff College or similar centers | View File |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

44

| File Description | Documents |
|---|---------------------------|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution adheres to the practice of periodic performance

assessment of the staff through multi-tiered internal and external mechanisms. The IQAC, entrusted with executing these measures, verifies the documents and submits the same to the Principal for assessment and approval.

Teacher Evaluation by Students, Parents and Alumnae: A questionnaire on quality parameters such as the faculty's communication skill, in-depth knowledge in

the subject concerned, and ability to integrate course material with the teaching environment is framed by the IQAC and is distributed among students, department-wise

Teaching Plan and Teacher's Diary: Each faculty is required to prepare a teaching plan on the courses entrusted to them and the teaching/evaluation methods adopted. These documents, cross verified by the HoDs, are submitted to the IQAC to monitor faculty's involvement in academic and allied activities.

Teacher's Self-Appraisal Form: The self-appraisal form annually furnished by the faculty, as envisaged by the UGC, covers general information, teaching methodology, administrative responsibilities, examination and evaluation duties etc.

Self - Appraisal of Administrative Staff

A self-appraisal form designed by IQAC is employed to assess the performance of administrative staff and the Superintendent is in charge of its timely conduct.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/teachassociation |
| Upload any additional information | View File |

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Carmel College has instituted a transparent and accountable financial management system.

At the end of a financial year, the Financial Advisory Committee convenes to formulate a budget for the next academic year, taking into account, the financial requirements for purchase/maintenance submitted by the Heads of departments. The finalized blueprint of budget allocation is passed to the Local Management Committee and Governing Body, and from there to the Board of Management for sanction of fund dispersal in time. A monthly report on expenses incurred is submitted by the Finance Administrator and countersigned by the Principal. On behalf of the Management, all monetary transactions are verified by the

financial administrator of the college. Annual internal audit: The internal audit for all funds is carried out by CMC Udaya Educational Society through the Finance Office Secretary and the internal auditor of the Society appointed by the Manager of the institution. The external financial audit of Government funds and grants received by the institution follows a three-tier system. An external Chartered Accountant annually audits all the grants and funds sanctioned by the Central/State Government and furnishes a report issued with a Utilization Certificate.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/adminaudit |
| Upload any additional information | View File |

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1.86

| File Description | Documents |
|---|---------------------------|
| Annual statements of accounts | View File |
| Any additional information | No File Uploaded |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

For both the academic and infrastructural development of the institution, a well-defined mechanism is in place to monitor and efficiently channel available financial resources. The Principal and the various Committees - Planning Board, Monitoring Committee, and Purchase Committee - of the college are responsible for monitoring the use of financial resources received from the Central/State Government, Non-Government organizations and Management. The financial management system of the college is fully automated to carry out the process of admission, the collection of fees, preparation of salary bills, income tax and PF remittance of the staff, and similar accounts. The UGC, KSCSTE, DoECC seminar grants received are promptly deployed for the conduct of research projects, seminars and workshops. UGC and RUSA funds have also been utilized for building construction and general development activities. Government scholarships/e-grants and other financial assistance are exclusively utilized for student welfare and effective functioning of various student wings and clubs. College Management extends financial support by way of scholarships, social projects, funding of seminars/workshops, promotion of research, fee payment of needy students, the salary of self financing staff, financing construction and maintenance of college infrastructure and other physical facilities, social activities and providing medical aid.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/infra |
| Upload any additional information | View File |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC is accorded a cardinal role in fostering and sustaining the quality of academic and

Administrative standards of the institution. IQAC Peer Team regularly updates themselves on the novel initiatives in the higher education sector to devise strategic measures for implementation at the institutional level. As a decisive step

towards fine-tuning the professional acumen of staff, the IQAC, independently and in collaboration with other institutional Cells and Committees, annually organizes orientation classes, national/state level seminars, workshops and professional development programmes on diverse areas taking into consideration the need of the hour, relevance and growing demand. Students are the prime beneficiaries of quality measures promoted by the IQAC. To bolster their drive for learning and attain self-sufficiency, IQAC organized number students' orientation programmes. Seminars on topics like women empowerment, environment conservation, and novel changes in educational and job sectors in the light of the covid-19 pandemic have also been organized for both staff and students considering the relevance of these focal areas.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Well-defined strategies have been codified from time to time by the IQAC to ensure quality in the teaching learning process.

Annual Academic Audit: To enhance the performance consistency of departments, annual internal and external academic audits are conducted by the IQAC.

Internal Audit: Each department is mandated to submit a self-study report that includes exhaustive documentation of departmental activities Departmental Action Plan and Teaching Plan submitted at the beginning of the academic year and Teacher's Diary and Mentor's Diary of each faculty are also cross-verified to ascertain the authenticity and quality of academic and allied activities undertaken. The evaluative report by IQAC including viable

suggestions is handed over to the Principal and from there to the Manager to assess and recommend suggestions as required.

External Audit: A panel of experts/peer academicians from other colleges, constituted by IQAC conducts the external academic

audit. Arts, Science, Commerce and Vocational Studies streams are assigned a separate committee of experts for evaluation. Departmental self-study reports and the internal audit report are submitted to the expert committee well in advance before the visit. Following the visit, the panel prepares an executive summary, highlighting the strengths and areas/suggestions for improvement.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | https://www.carmelcollegemala.ac.in/annual-report |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Being a women's college, it has been the unequivocal purpose of this institution to groom generations of self-reliant, women

through quality education. In tune the institution ensures,

Gender sensitization through the transfer of knowledge: Gender studies as part of the curriculum across various programmes secure the possibility of transforming classrooms as enabling spaces for enlightening deliberations.

National and regional seminars/webinars that perspective gender concerns are organized by departments, various cells and clubs such as Women Cell, AICUF, ED club etc.

Orientation classes on women's health, hygiene, and physical fitness

Minor projects to aid local women in securing stable livelihoods

Extension activities in nearby schools, women community and adopted villages promoting

awareness on issues like child abuse and child protection, reproductive health and gender equality, legal literacy, health and hygiene have been undertaken by the NSS units and departments. The institution observes International Girl Child Day, International Women' Day, and International Day for Elimination of Sexual Violence by organizing insightful talks, competitions, and awareness campaigns.

Open forums like association hours, talk shows, short films and students' magazines, and

representation in decision-making bodies allow students to vocalize their views.

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | https://www.carmelcollegemala.ac.in/annual_gender |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://www.carmelcollegemala.ac.in/gender_sensitization |

7.1.2 - The Institution has facilities for

A. 4 or All of the above

alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

From framing a comprehensive green policy to observing green protocol in routine engagements and official gatherings, the institution reinforces the importance of waste management etiquettes. Separate colour coded bins - Blue for paper waste, Red for plastic waste and green for food waste- placed at vantage points 4 waste disposal units demarcated for plastic, paper and food waste .Bio compost and vermicompost units are used for conversion of biodegradable waste into manure.Incinerators and Waste Burning Plant for disposal of non-plastic solid waste and sanitary napkins.Two biogas plants installed in the college hostel and staff quarters respectively are used to generate cooking gas and liquid fertilizer of high nutrient content.Reduction of plastic use. E-waste management:To ensure minimal e-waste, optimum utilization and timely maintenance are assured with the aid of experttechnicians and electricians. In case of damage to PCs/Laptops, spare parts are re-assembled for reuse as new systems. The timely recharging of the UPS battery is assured for longer span of use. Use of refill inkjet cartridges and laser toners are followed. Non-reusable e- wastes are collected and handed over to scrap dealers for safe disposal.

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **A. Any 4 or all of the above**

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 of the above**

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following **E. None of the above**
1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

| File Description | Documents |
|---|------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms.

Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment

5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution upholds ideals of tolerance and harmony by observing days of international, national and regional importance. Kerala Piravi, Onam and Christmas are celebrated with much fervour exemplifying the spirit of solidarity and integration. Staff and students clad themselves in traditional wears for Onam, Kerala's

harvest festival. Athapokalam, Onam Sadhya, Onapattu, and Thiruvathiraare the highlights of Onam celebrations whereas traditional art forms like ChakyarKoothu, Kathakali and drama are performed on Kerala Piravidinam. Christmas celebrations including message, carol fest, gift exchange,

and cultural performances/competitions are organized by the AICUF and JY unit of the college. The college annual day celebration and arts fests see students performing various traditional art forms of different states of the country. This year due to the pandemic, offline programmes could not be organised, however most of the departments, including the staff and students chose to continue with the celebrations in the online mode.

| File Description | Documents |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institutional practices rest on the principles of democracy, equality, and fraternity as envisioned in the Preamble to the Constitution of India.

The syllabi across programmes, primarily of Political Science, disseminate knowledge about the Indian Constitution and Politics. The institution, paired with Rajiv Gandhi Government Arts and Science College, Kotsheera, partakes in the mission of national integration through the EBSB programme. The institution observes Independence Day, Republic Day, Gandhi Jayanthi, National Unity Day and Kargil Vijay Diwas.

Democratic constitution of institutional decision-making bodies including College Council, IQAC, Staff Association, SQAC, PTA, Alumnae Association, Student Union, various Cells, Clubs and Forums. Freedom of speech is accorded to all and measures to safeguard the dignity and rights of all stakeholders are ensured.

Exemplifying citizen's responsibility, the NSS and NCC units of the college engage in social

services including the adoption of villages, cleanliness drives, house construction, awareness

classes and campaigns on diverse social matters and conduct of medical and blood donation camps. The staff extend their services as Presiding and Polling officers of elections to the State and Central legislatures. National Anthem is sung as a reminder of the national integrity, secularism and constitutional values.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/criteria%20_7/7.1.9.pdf |
| Any other relevant information | Nil |

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff.

4. Annual awareness programmes on Code of Conduct are organized

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Amidst the global socio-cultural diversity, commemorating specific days, events, festivals or people is a testimony of unity and inclusivity, a concerted campaign for noble causes, and a celebration of innovation and progress. The institution gives much importance to these observances, transcending man-made barriers, as an enriching experience that can deepen our understanding of the purpose of existence. Enlightening lectures, awareness classes and campaigns, camps, green practices, copious extension/outreach activities, inter-departmental and inter-collegiate competitions, cultural and literary fests are organized by the institution under the auspices of various clubs, forums, NSS, NCC units and departmental associations. Days of historical importance and trailblazers of change such as Independence Day, Republic Day, Constitution Day, National Unity Day, Kargil Vijay Diwas, Gandhi Jayanthi, Mandela Day are commemorated to instil a sense of pride in nation's legacy and garner inspiration from the brave, selfless deeds of legends.

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Give a Hand - To Lead, To Lift

Objectives

Foster academic growth among economically backward students

The Context

Since majority of the students are first-generation learners who come from the lower stratum of society, the Management has decided to "Give a Hand- To Lead, To Lift."

The Practice

The college gives both financial aid to economically weak students in the form of fee concessions, scholarships besides supplying books, uniforms.

Evidence of Success

The most palpable evidence of success from this initiative has been the university ranks

Problems Encountered and Resources Required

With the increase in the number of needy students and limited funds, we have been forced to shortlist them.

Title of the Practice

Stay Green - In Embrace of Mother Nature

Objectives

Disseminate awareness about the sustainable environment among the students.

The Context

As a college situated in this ecologically fragile zone, we strongly believe in the inevitability of moulding an ecologically conscious society.

The Practice

Environment Education, Waste Management, Energy Conservation, Environment Vitalizing Practices

Evidence of Success

The activities have had an impact on staff and students in reinforcing a comprehensive knowledge about nature.

Problems Encountered

Delay faced in the stage-wise administrative sanction for solar installation in the campus

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.carmelcollegemala.ac.in/bestpractice |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Carmel College has always strived to stay true to its vision and mission of empowering the young women of the locality through education, with the higher aim of bettering their social standing and society at large. With a vast majority of first-generation learners at hand, disseminating quality education has both been a challenging and rewarding experience for the institution.

Education at Carmel has never been limited to classroom learning, instead, it has always been about inculcating in students a commitment towards the community through engaging in various extension, outreach and linkage programmes as part of their learning and progress. Students have been sensitized to the socio-cultural, political, environmental,

particularly gender-specific issues transpiring in their immediate surroundings and world at large, through various institutional initiatives. The institution has also been able to fruitfully translate its resources for community upliftment. At the heart of each of these endeavours is the desire to better the life of people in the community. Carmel College believes that no education is holistic, if it fails to connect the learners with the reality around and has stayed true to this conviction in all its practices.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Being affiliated to the University of Calicut, the institution follows the curriculum designed by the University for the Academic Programmes offered, except for B.Voc programmes, Add-on courses and certificate courses offered by the college and diploma courses by the Community College. From preparation of the academic calendar and master timetable, action plan and teaching plan, the effective curriculum delivery is monitored by IQAC. Each faculty adopts student-centric, ICT-enabled and inclusive teaching pedagogy. Online learning through LMS like Moodle, Google Classroom, apps, video and virtual labs have been integrated for smooth curriculum delivery. Orientation on POs, PSOs and COs, bridge course, advanced and remedial coaching, peer-learning, Add-on/certificate courses, seminars/webinars are measures to supplement the curriculum. Student enrolment in MOOC courses via Coursera and Swayam platform, paper presentations, publications, internships, projects, field trips and industrial visits serve to offer experiential learning to students. The internal examinations assess the academic progress of the student. The Teacher's diary documents the day-to-day details teaching activities, which is submitted to the IQAC and the Principal.

Monthly departmental meetings reviews the progress of student performance. Feedback from parents and students are collected. College Council, IQAC, and Academic Co-ordinators monitor and propose improvements besides the conduct of periodic audits.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/Criteria%201/II%20additional.pdf |

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The Principal in consultation with the IQAC and the Exam committee frames the Academic calendar of the college, which is in congruence with the Academic calendar of the University of Calicut. Continuous internal evaluation is ascertained by the institution as a reliable measure to sustain the quality academic performance of students. Internal examinations, assignment, seminar/viva voce, and attendance/classroom performance for theory courses and lab involvement/record submission for practical courses constitute the parameters for internal assessment. Keen efforts are taken by each department and faculty to furnish and execute the teaching and evaluation process in compliance with the schedule in the academic calendar. Timely completion of the syllabus is assured to allow time for revision and preparation for the examination. Periodic class tests and allied academic activities are conducted to evaluate the student's level of cognition and ability to productively translate the same. Student performance in internal examinations constitutes a prime parameter of evaluation and the Examination Committee of the college is entrusted with the smooth conduct of the same. The departments, while preparing the question papers, see to it that the questions adequately test the knowledge of students. Judicious evaluation of answer scripts and constructive feedback is also assured to the students.

| File Description | Documents |
|-------------------------------------|---|
| Upload relevant supporting document | View File |
| Link for Additional information | https://www.carmelcollegemala.ac.in/collegecalendar |

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation

A. All of the above

| process of the affiliating University | |
|---|---------------------------|
| File Description | Documents |
| Details of participation of teachers in various bodies/activities provided as a response to the metric | View File |
| Any additional information | View File |
| 1.2 - Academic Flexibility | |
| 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented | |
| 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented | |
| 31 | |
| File Description | Documents |
| Any additional information | View File |
| Minutes of relevant Academic Council/ BOS meetings | View File |
| Institutional data in prescribed format (Data Template) | View File |
| 1.2.2 - Number of Add on /Certificate programs offered during the year | |
| 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template) | |
| 6 | |
| File Description | Documents |
| Any additional information | View File |
| Brochure or any other document relating to Add on /Certificate programs | View File |
| List of Add on /Certificate programs (Data Template) | View File |
| 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year | |
| 1389 | |

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | View File |

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution offers courses on gender, environment, human values and ethics as Core, Complementary and Elective for UG & PG Arts and Science streams. UG common course English, language courses, and open courses invariably emphasize on the need for inculcating human and ethical values among students. The audit courses prescribed for undergraduate students by the University also cover areas including environmental studies, disaster management, intellectual property rights, and gender studies. Through active participation in the N.S.S, N.C.C and the Calicut University Social Service Programme, the students get a chance to be of service to their neighbourhood community, thereby making them responsible citizens. Additionally, value education course and ethics classes monitored by the Ethics Committee and tutorial sessions enliven students on the art of value-driven living. Proactive communication about the Code of Conduct and Ethics to be preserved by staff and students is done through the College Handbook, website and through various awareness classes conducted to maintain a quality academic and professional culture.

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | View File |

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

132

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Programme / Curriculum/ Syllabus of the courses | View File |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | View File |
| MoU's with relevant organizations for these courses, if any | View File |
| Institutional Data in Prescribed Format | View File |

1.3.3 - Number of students undertaking project work/field work/ internships

827

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | View File |

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

A. All of the above

| File Description | Documents |
|---|---|
| URL for stakeholder feedback report | https://www.carmelcollegemala.ac.in/feedbackpage |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | View File |
| Any additional information | View File |

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| URL for feedback report | https://www.carmelcollegemala.ac.in/feedbackpage |

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

661

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

88

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of seats filled against seats reserved (Data Template) | View File |

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Taking into account the fact that the majority of students coming to Carmel hail from economically, socially, and educationally underdeveloped backgrounds besides being first generation learners, the institution adopts various strategies to assess the knowledge base of the students. The assessment of the students commences with the new entrants being provided with a Bridge course on their syllabus and course content . The Bridge course scores, internal examination scores, performance in classroom activities, class tests, seminar presentations, and assignments are used for identifying the learning levels of students. In order to ensure a holistic development Professional counselling, mentor-mentee, and tutorial system are also arranged for students. The conduct of Certificate and Add-on courses Career guidance and skill development programmes, discipline-centric seminars/webinars and workshops, field/industrial visits, faculty and student exchange programmes open avenues for experiential learning.

ASAP and WWS , coaching classes on PSC, Bank, Civil Service, NET/JRF, auxiliary training to hone interview skills and attend campus drives are conducted besides encouragement for Paper presentations and publications.

They are also entrusted with peer-tutorship within their respective classes. Honouring University rank holders, awarding Best Dissertation, Best Outgoing Student, Best Library User, and Semester-wise topper in academics are steps to acknowledge student achievements.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/criteria_2/2.2.1/2.2.1_upload.pdf |
| Upload any additional information | View File |

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| 1636 | 89 |

| File Description | Documents |
|----------------------------|---------------------------|
| Any additional information | View File |

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution lays emphasis on adopting a student-centric teaching methodology that enriches learning experience. The programmes offered across disciplines calls for dynamic engagement in field trips, industrial visits, study tours, media visits, project/dissertation, and internships that promote experiential and participative learning. The departments also facilitate student interactions with eminent academicians, experts, and alumnae by organizing workshops, seminars, and lectures that are both discipline-centric and inter-disciplinary. The departmental collaboration with IQAC has resulted in initiating student-centric programmes like INSIGHT galvanizes productive learning. Students hold the reins of College Union, Campus Radio, Departmental Association, forums, and clubs in actively organizing various literary and cultural programmes, exhibitions, and competitions. They are offered avenues to participate in talk shows, fests, and short film competitions, and encouraged to bring out manuscript magazines, organize street plays partake in the green initiatives of the campus and linkage programmes with old age homes, care centres, orphanages and hospitals all of which reinforces the practical aspect of learning transpired in classrooms. Though the pandemic affected the execution of most of these activities, the staff and students out of their

commitment towards such learning experiences, conducted many of the programmes in the online mode also.

| File Description | Documents |
|-----------------------------------|---|
| Upload any additional information | View File |
| Link for additional information | https://www.carmelcollegemala.ac.in/alldata |

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institutional policy on student support foregrounds preserving a congenial academic climate. The practice of mentoring is, thus, put in place to extend guidance to students in their personal and academic growth. As per the policy, each faculty of the institution is assigned with a maximum of 16-20 students as mentees whose needs and concerns should be judiciously catered to by the respective mentor. To ensure consistency, one hour per week is allotted for mentoring. In addition, the mentor can communicate with the mentee whenever required. Confidentiality is ensured by the mentor who also maintains the Mentor's Diary as a record of the meetings. In case of grave concerns reported, which is beyond the obligation of mentor, the mentee shall be assured with professional counselling and services, with the knowledge of the Head of the institution.

The mentor has a pivotal role in guiding the mentees throughout their period of study in the institution by establishing an accountable and trustworthy relationship. Encouraging them to identify their potentialities and shortcomings, guiding them to beneficially channel their energies and providing informed guidance to evolve as conscientious, self-reliant and emotionally mature individuals are the prime intent of mentoring as a practice.

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | View File |

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

89

| File Description | Documents |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | View File |
| Circulars pertaining to assigning mentors to mentees | View File |
| Mentor/mentee ratio | View File |

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

89

| File Description | Documents |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | View File |
| Any additional information | View File |
| List of the faculty members authenticated by the Head of HEI | View File |

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

| 15 | |
|--|---------------------------|
| File Description | Documents |
| Any additional information | View File |
| List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template) | View File |
| 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year) | |
| 2.4.3.1 - Total experience of full-time teachers | |
| 345 | |
| File Description | Documents |
| Any additional information | View File |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | View File |
| 2.5 - Evaluation Process and Reforms | |
| 2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words. | |
| <p>Continuous and transparent system of evaluation is ascertained by the institution as a reliable measure to sustain the quality of academic performance of students. Internal examinations, assignment, seminar/viva voce, and attendance/classroom performance for theory courses and lab involvement/record submission for practical courses constitute the parameters for internal assessment.. Timely completion of the syllabus is assured to allow time for revision and preparation for the examination. Periodic class tests and allied academic activities are conducted to evaluate the student's level of cognition and ability to productively translate the same. The quality and timely submission/presentation of assignments and seminars are taken into consideration to assess students' input, industry and comprehension of the subject.</p> <p>Student performance in internal examinations constitutes a</p> | |

prime parameter of evaluation and the Examination Committee of the college is entrusted with the smooth conduct of the same. The departments, while preparing the question papers, see to it that the questions adequately test the knowledge of students. Judicious evaluation of answer scripts and constructive feedback is also assured to the students. The publishing of the marks scored on the notice board and obtaining of the signatures of the students on the marklists increases the credibility of the grades given.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://www.carmelcollegemala.ac.in/grading |

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

The grievance redressal policy of the institution invests utmost care in dealing with the concerns raised by students on matters related to academics and examination. Before the commencement of an academic year, the Academic Calendar Committee chalks out the

schedule for conducting internal examinations keeping in mind students' requirement for adequate time to prepare. The Examination Committee conducts the internal examinations as specified in the academic calendar. In case of unforeseen inconvenience to comply with the timeframe, the students and faculty are duly intimated and alternate provisions are arranged. Timely evaluation and return of answer scripts to the students are done by the teachers concerned and queries or grievances related to assessment, if any, are redressed primarily by the concerned subject teacher, class tutor, or Head of the Department. If not satisfactorily redressed, students can submit their grievances in writing to the Grievance Redressal Cell, coordinated by a senior faculty, which will be subjected to detailed inquiry to effect prompt redressal following authentication from the Principal. Teachers share informed suggestions and tips for improvements generally in class and individually, to students, when required. Consolidated internal scores are published on the department

notice board for verification by students.

| File Description | Documents |
|---------------------------------|---|
| Any additional information | View File |
| Link for additional information | https://www.carmelcollegemala.ac.in/assets/user/pdf/Policy_document_carmel.pdf |

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Being an affiliated college, the institution follows the curriculum framed by the University of Calicut for all of its programmes. The POs for programmes offered at the college are framed in line with the stated vision, mission, and objectives of the institution. Information of the programmes offered by the college, and the specific POs, PSOs, and COs are made available to the students and stakeholders through the College website . The departmental staff meeting, spearheaded by the Head, serves as a time for fruitful deliberation on the stated objectives of the programme and courses before the framing of the action plan and allocation of the syllabus to the faculty. A detailed orientation on the scope, objectives, syllabus, and skills requisite are provided to the newly admitted students. Additionally, students are enlightened about the nature and scope of their discipline through classroom sessions by class tutors and faculty handling each course. The Bridge course provided to these students on what is the expected outcome from the programme. The departments also ensure sound dissemination of the stated purpose, prospects, and employability of the particular programme through various workshops and interactive sessions handled by experts in the field.

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.carmelcollegemala.ac.in/outcome |
| Upload COs for all Programmes (exemplars from Glossary) | View File |

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Being an affiliated college, the institution follows the curriculum framed by the University of Calicut for all of its programmes. The POs for programmes offered at the college are framed in line with the stated vision, mission, and objectives of the institution. Information of the programmes offered by the college, and the specific POs, PSOs, and COs are made available to the students and stakeholders through the College website . The departmental staff meeting, spearheaded by the Head, serves as a time for fruitful deliberation on the stated objectives of the programme and courses before the framing of the action plan and allocation of the syllabus to the faculty. A detailed orientation on the scope, objectives, syllabus, and skills requisite are provided to the newly admitted students. Additionally, students are enlightened about the nature and scope of their discipline through classroom sessions by class tutors and faculty handling each course. The Bridge course provided to these students on what is the expected outcome from the programme. The departments also ensure sound dissemination of the stated purpose, prospects, and employability of the particular programme through various workshops and interactive sessions handled by experts in the field.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for Additional information | https://www.carmelcollegemala.ac.in/attainment |

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

341

| File Description | Documents |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | View File |
| Upload any additional information | View File |
| Paste link for the annual report | https://www.carmelcollegemala.ac.in/NAAC/criteria%202/2.6.3/Annual%20Report/Annual%20Report%202020-21.pdf |

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://carmelcollegemala.ac.in/survey>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

| File Description | Documents |
|---|---------------------------|
| Any additional information | No File Uploaded |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded |
| List of endowments / projects with details of grants(Data Template) | View File |

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

5

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Institutional data in prescribed format | View File |

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

| File Description | Documents |
|---|---------------------------|
| List of research projects and funding details (Data Template) | View File |
| Any additional information | No File Uploaded |
| Supporting document from Funding Agency | No File Uploaded |
| Paste link to funding agency website | Nil |

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

With the intent to groom students on ways to translate learning to practical experience,

IQAC, departments and various clubs and cells of the institution undertakes the conduct of 'INSIGHT' programme, seminars, workshops, alumnae interaction particularly in the areas of research, industries, skill development, career orientation, sustainable living, and entrepreneurship. To nurture the innovative bent of students, the institution promotes participation in IIC by MHRD and YIP (Young Innovators Programme) by KDISC.

The faculty of Chemistry, Physics and English have provided training sessions to create ecofriendly, energy-conserving and daily use home products like paper pens, paper files, LED bulbs/stars, soap/soap powder, dish wash etc. and organised

workshops to enhance personal, soft and technical skills. The college fosters academic collaborations with other premier institutions and industries for internships, projects and faculty/student exchange programmes. Research guideship and minor projects by faculty, Carmel Blaze and Carmel Bloom, multidisciplinary research publications by the college, paper presentation/publication and Coursera for Campus Programme helped promote learning and research. Student involvement in green practices like quail farming, aquaculture, maintenance of Botanical Garden, Herbal Medicinal Garden, Carmel Orchidarium, RET Garden, Fruit Garden, Vegetable Garden under the aegis of the departments of

Vocational Studies, Zoology and Botany .

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/criteria_3/3.2.1/3.2.1_additional.pdf |

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

34

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| List of workshops/seminars during last 5 years (Data Template) | View File |

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

2

| File Description | Documents |
|--|---|
| URL to the research page on HEI website | https://www.carmelcollegemala.ac.in/researchmain |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | View File |
| Any additional information | View File |

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

14

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| List of research papers by title, author, department, name and year of publication (Data Template) | View File |

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

15

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| List books and chapters edited volumes/ books published (Data Template) | View File |

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

To inculcate the spirit of inclusivity and commitment, several extension programmes with students as backbone are steered by the institution for community betterment. In collaboration with governmental organizations/departments and NGOs, hospitals and schools, numerous activities have been initiated by NSS and NCC units of the college. Tree plantation, distribution of seedlings, tapioca cultivation, mushroom cultivation and vegetable

gardening in adopted villages Health awareness programmes on lifestyle diseases, health and sanitation Awareness Class on diverse topics like plastic waste management, human rights, anti-intoxication, cybercrime, road safety, Palliative care programme, Yoga and Self-defense training Entrepreneurship and skill development programme. Making of eco-friendly/energy-saving products like cloth bags, paper pen/pencils, LED bulbs etc. Training in mushroom cultivation, organic farming, preparation of karkidaka kanji, apiculture, vegetable garden - Department of Botany, Legal Literacy - Department of Political Science-Career awareness on Vocational Courses - Department of Vocational Studies-Reproductive Health -Department of Zoology-Child Abuse and Child Protection - Department of Sociology. Carmel Extension Centre for Women, Diploma courses in DTP, banking and tally by Community College and CDIT courses by Carmel Computer Academy, library services and financial aid to neighbourhood women, free vacation classes for the children of the locality are productive extension initiatives by the institution.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/NAAC/AOAR%202020-21/criteria 3/3.4.1/3.4.1.pdf |
| Upload any additional information | View File |

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

4

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Number of awards for extension activities in last 5 year (Data Template) | View File |
| e-copy of the award letters | View File |

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

| File Description | Documents |
|--|---------------------------|
| Reports of the event organized | View File |
| Any additional information | View File |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | View File |

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

200

| File Description | Documents |
|--|---------------------------|
| Report of the event | View File |
| Any additional information | View File |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | View File |

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

47

| File Description | Documents |
|--|---------------------------|
| e-copies of related Document | View File |
| Any additional information | View File |
| Details of Collaborative activities with institutions/industries for research, Faculty | View File |

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

11

| File Description | Documents |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses | View File |
| Any additional information | View File |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | View File |

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Flourishing over 16 acres 92 cents of land, nestled in lush green and serene atmosphere, the institution has strived to sustain a congenial academic milieu by augmenting all support systems to inspire learning, creativity and innovation. Well ventilated, sufficiently furnished, smart classrooms CCTV camera in select classrooms and 2 Examination Halls

23 Laboratories with state of art facilities Botany Research Centre and Research Scholar room to facilitate quality research Museum and Herbarium (Botany), Museum (Zoology)

Auxiliary facilities in departments- Desktops, laptops, printer/scanner, speakers

Well-stacked, fully automated library with free browsing, research, and reading corners along with several Department libraries, Digital repository (DSpace), and reprography facility

Media Centre, DTP, photocopying, and bookbinding facility. Auditorium cum Indoor Stadium, 5 conference halls, 3 seminar halls, one with video -conferencing

facility, 4 guest rooms and visitor's room, Student's Corner, Arts and Cultural Centre, leisure bowers for study and recreation. Separate parking shed, canteen cum store facility and retiring room for students and staff, Wide spaced sports ground, open stage and gallery. Green practices to nurture campus environment, Fitness Centre, Health Club, counselling centre, yoga and self-defense training for physical and mental wellbeing. Clean drinking water facilities, washroom, toilets/bathrooms, and incinerators for both staff and students on each floor.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/infra |

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has consistently promoted the holistic development of students by providing them ample platforms to engage in intellectual, artistic and athletic activities. The Physical Education department has groomed promising sportswomen through expert coaching in cricket, track cycling, archery, hockey, athletics, shuttle badminton, ball badminton, karate, football, volleyball, basketball, weight lifting, road cycling, sepak takraw and taekwondo in addition to yoga and self-defence training. Numerous laurels, at national/state/district and university levels, have been brought to the college. The Student Union and Fine Arts Committee organizes cultural events as part of Fresher's Day, Union Inauguration, Arts Day, College Day, and important festivals.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/sports |

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

71

| File Description | Documents |
|---|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/ict |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | View File |

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

| 109.42 | |
|---|---|
| File Description | Documents |
| Upload any additional information | View File |
| Upload audited utilization statements | View File |
| Upload Details of budget allocation, excluding salary during the year (Data Template | View File |
| 4.2 - Library as a Learning Resource | |
| 4.2.1 - Library is automated using Integrated Library Management System (ILMS) | |
| <p>The pandemic brought to light the fact that the institution has the capacity to support its staff and students in their journey of acquiring and transferring knowledge even during the most challenging situations. The library of the institution, established in 2003, is the prime reservoir of knowledge, located as a separate three-storied building with a total area of 932Sq.mts and spacious enough to accommodate a seating capacity of 235. The library is fully automated (January 2014) with KOHA 17.11 software that can easily facilitate catalogue searching, information retrieval, circulation, book reservation, renewal, membership and acquisition.</p> | |
| File Description | Documents |
| Upload any additional information | View File |
| Paste link for Additional Information | https://www.carmelcollegemala.ac.in/library |
| 4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | A. Any 4 or more of the above |

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | View File |

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

83.07

| File Description | Documents |
|--|---------------------------|
| Any additional information | View File |
| Audited statements of accounts | View File |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | View File |

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

155

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Details of library usage by teachers and students | View File |

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Augmenting IT integration into the routine academic and administrative engagements of the institution has been a matter of priority since the post accreditation period. Full-fledged Wi-Fi Internet connections- lease line connection via Jio (10mbps), Fiber Optic connectivity via 2 Kerala Vision (60mps),

1 Railnet (40mbps), 1 BSNL (20mbps) for office, 1 BSNL (40mbps -educational plan by the Government) for library Powerful servers to run academic and library functioning- KOHA, TCS, Moodle, and Website with

cloud server facility along with DSpace and 2 CCTV local servers Intranet and intercom connection G-suite account for the institution and staff with unlimited digital storage

Computerized accounting and data handling in the Office for management of student admission.

Linways Academic Management System (MIS), adopted in 2020, forefficient management of academic/administrative activities Biometric attendance system for staff andIR Scanner

.All classrooms have LCD projectors and internet access

Use ofLMS like Moodle, Google Classroom andlearning apps Cyberoam firewall network security is assured to tackle cyber infiltration LCD TV, 1 each to watch news and practice and 2 for CCTV surveillance Well-maintained college website, Media Centre/Recording Room and Carmel Spectrum- Official YouTube channel to broadcast campus news.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/itinfra |

4.3.2 - Number of Computers

294

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |
| List of Computers | View File |

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

| File Description | Documents |
|--|---------------------------|
| Upload any additional Information | View File |
| Details of available bandwidth of internet connection in the Institution | View File |

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

217.06

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Audited statements of accounts | View File |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | View File |

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college ensures optimal allocation and utilization of the available financial resources to maintain the physical, academic, and support facilities. The Finance Advisory Committee proposes a budget to meet the requirements for repair/maintenance/installation/renovation on account of stakeholders' feedback collected by the IQAC and suggestions pooled from the College Council. The same is placed before the Local Management Committee and Governing Body for ratification before submitting to the Board of Management for sanction of the fund. The Planning Committee and Building Committee prepare the blueprint for infrastructural augmentation necessary to facilitate academic and administrative works, while

the Monitoring Committee oversees its implementation. Open tender and E-tender system are followed by the college for

construction and maintenance. The Purchase Committee sees to the timely procurement of equipment and other essentials including chemicals, learning resources etc. The college bursar and an adept support team are in charge of overseeing maintenance work. A maintenance register is kept in the office for this purpose. Additionally, electricians, plumbers, carpenters, masons, attenders, gardeners, sweepers, and security guard, engage in either manufacture or repair of fittings, furniture and facility systems like electrical and water supply networks, motors and pump sets, campus landscaping, gardening, cleaning and security.

| File Description | Documents |
|---------------------------------------|---|
| Upload any additional information | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/maintenance |

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

535

| File Description | Documents |
|--|---------------------------|
| Upload self attested letter with the list of students sanctioned scholarship | View File |
| Upload any additional information | No File Uploaded |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template) | View File |

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

111

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Number of students benefitted by scholarships and free ships institution / non- government agencies in last 5 years (Date Template) | View File |

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

| File Description | Documents |
|---|---|
| Link to Institutional website | https://www.carmelcollegemala.ac.in/skill-enhancement |
| Any additional information | View File |
| Details of capability building and skills enhancement initiatives (Data Template) | View File |

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

172

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

172

| File Description | Documents |
|---|---------------------------|
| Any additional information | View File |
| Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template) | View File |

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | View File |
| Upload any additional information | View File |
| Details of student grievances including sexual harassment and ragging cases | View File |

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

16

| File Description | Documents |
|--|---------------------------|
| Self-attested list of students placed | View File |
| Upload any additional information | View File |
| Details of student placement during the year (Data Template) | View File |

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

219

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for student/alumni | View File |
| Any additional information | No File Uploaded |
| Details of student progression to higher education | View File |

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

8

| File Description | Documents |
|--|---------------------------|
| Upload supporting data for the same | View File |
| Any additional information | No File Uploaded |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | View File |

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

46

| File Description | Documents |
|--|---------------------------|
| e-copies of award letters and certificates | View File |
| Any additional information | No File Uploaded |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | View File |

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution believes in securing a nurturing ground for the student community to evolve as strong, passionate, perceptive leaders in their own right. The Student Union, comprising of Chairperson, Vice-Chairperson, General Secretary, Joint Secretary, two Councillors to the Calicut University Union, Fine Arts Secretary, Student Editor, Departmental Associations' Secretaries, three representatives from each academic year of UG programmes and one from PG programmes, constitutes one of the seminal student bodies, functioning under the guidance of a staff advisor and representing the welfare interests of student community and institution at large. However, this year the pandemic affected these activities and everything was limited due to complete lockdown.

The General Captain, is entrusted the rein of Sports Cell and its activities under the guidance of the Sports Cell Coordinator along with the organizing of online fitness and yoga awareness classes for a healthy lifestyle. Students are also accorded agency to partake in the decisive affairs of the institution through representation in prominent college committees like SQAC, Anti-Ragging Cell, Student Grievance

Redressal Cell, ICC, Women Cell, AICUF, Library Committee, Discipline Committee and Hostel Council. The activities of NSS and NCC units are deftly executed by the student volunteers and cadets.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/collegeunion |
| Upload any additional information | No File Uploaded |

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

41

| File Description | Documents |
|---|---------------------------|
| Report of the event | View File |
| Upload any additional information | No File Uploaded |
| Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template) | View File |

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

One of the strongholds of the institution is its alumnae. The alumnae association of the institution is a registered body, TSR/TC/405/2019, under 'The Travancore- Cochin Literary, Scientific and Charitable Societies Registration Act'. All the activities of the association are managed by an Executive Committee that acts as per the directions of the General Body. The Association holds quarterly executive meetings and a

general body meeting to elect new office bearers and to devise various fruitful activities for the year. All outgoing students become members of the Alumnae Association with one-time registration.

The Association activities of the year took place primarily in the online mode. Two webinar series- Litworld webinars and BIBLIO - in collaboration with the Department of English and Language Departments, respectively, have been organized this year. Besides, the departments arranged motivational sessions by alumnae as resources persons for the students.

The alumnae association's constructive feedback and purposeful involvement in mobilizing resources have been profoundly beneficial in ascertaining the welfare of the student community and the progress of the institution. The Association also held the alumnae reunion in acknowledgement of their solid bond with the alma mater and released the Alumnae Annual Bulletin.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/alumnae |
| Upload any additional information | View File |

| | |
|---|----------------------------|
| 5.4.2 - Alumni contribution during the year (INR in Lakhs) | D. 1 Lakhs - 3Lakhs |
|---|----------------------------|

| File Description | Documents |
|-----------------------------------|---------------------------|
| Upload any additional information | View File |

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Since the inception of Carmel College in 1981, the institution, under the farsighted guidance of CMC Udaya Province, has stayed committed to its core values and vision. Driven by the motto 'Light & Love'.The institution envisions to "uplift the weak

and downtrodden sections of society, especially that of the rural women, to liberate her from the shackles of bondage to a new world of 'light' and 'love'." The Board of Management constitutes the apex decision-making body while the governance of the institution is administered by the Governing Body that devises the institutional policies and procedures to be adhered to by all stakeholders. The Local Management Committee, Financial Advisory Committee and

College Council assists the Head of the institution in undertaking pertinent decisions relating to the routine affairs of the college. The Principal spearheads all activities of the institution through various committees constituted for the purpose. College Council steered by the Principal and comprising of the HoDs, Librarian, and Office Superintendent along with the IQAC play a significant role in formulating and executing perspective plans and strategies for institutional enhancement.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://assessmentonline.naac.gov.in/storage/app/hei/SSR/106856/6.1.1_1638021169_6149.pdf |
| Upload any additional information | View File |

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Carmel College upholds an inclusive and decentralized workspace cum learning environment to ascertain consistency in the institution's progress. Equitable deputing of responsibilities at various levels and active dialogue between the Management and stakeholders are assured for productive and responsive contributions from all. Each faculty of the institution are represented through numerous functioning Committees/Cells/Clubs to channel collective participation in realizing institutional objectives. The institution equally ensures students' involvement in various decision-making bodies and educational enterprises that comes outside the purview of the curriculum. Both PTA and Alumnae Associations are

assigned prominent roles in effecting the smooth run of the institution and in uplifting the profile of the institution.

Every single routine administrative and allied transactions of the institution undergo the discreet supervision of an adept administrative staff and support staff.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/NAAC/AOAR%202020-21/criteria%206/6.1.2/6.1.2.pdf |
| Upload any additional information | View File |

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

A consistent quest to solidify the impact of quality academic engagements has been the impetus behind the perspective plan drafted by the institution, post-accreditation. In codifying the plan, IQAC in consultation with the Governing Body and College Council accorded priority to both the feedback collected from all stakeholders during various stages. In tune with the growing needs for an industry-oriented, competency-based, stimulating teaching-learning milieu, the plan formulated placed emphasis on introducing new academic programmes, assuring student support measures and quality research culture, augmenting academic and sports infrastructure, upgrading ICT, lab and library facilities, digitalization of academic and administrative works, fostering green initiatives, gender sensitization and strengthening extension/outreach activities. Taking into account various factors including the remote, rural locale of the institution and meagre economic background of the majority of stakeholders, their feedback on institutional academic provisions, growing demand for programmes with prospects of employability and those which supplement curriculum and skill development, prospective means for community engagement and enhancement. In addition to this, faculty-student exchange programmes and academic collaborations have been taken up with more fervour. Departments organize seminars/workshops that are both discipline-specific and interdisciplinary and involve in extension activities, sharing knowledge and human resources.

| File Description | Documents |
|--|---|
| Strategic Plan and deployment documents on the website | View File |
| Paste link for additional information | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/criteria%206/6.2.1/6.2.1_full.pdf |
| Upload any additional information | No File Uploaded |

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The college has a well-functioning organizational structure managed by the CMC Sisters of Udaya Province, Irinjalakuda.

Board of Management: Board of Management is constituted by the Manager (President), Education Counsellor (Vice President), Principal (Secretary), Bursar (Treasurer), Local Manager, Management Nominee, and staff representatives.

Governing Body: spearheaded by the Manager frames the institutional policies in tune with the vision and mission.

Local Management Committee: conducts monthly meetings and holds decision making power in the management of the college.

Principal: appointed by the Manager, is the head of the institution entrusted with overseeing the smooth conduct of day-to-day academic and administrative activities.

College Council: with the Principal as Chairperson proposes informed suggestions on the customary affairs of the college.

IQAC: occupies a pivotal role in devising the strategic plans for the quality enhancement of the institution.

Staff Association: Both teaching and non-teaching staff associations comply with the institution in carrying out responsibilities and catering to the welfare of its members.

Heads of the Departments: are designated with the duty of managing the departmental affairs in concordance with the action plan, Holding monthly departmental staff meetings,

ensuring timely documentation, collecting feedback and implementing remedial measures wherever required.

| File Description | Documents |
|---|---|
| Paste link for additional information | https://assessmentonline.naac.gov.in/storage/app/hei/SSR/106856/6.2.2_1638021427_6149.pdf |
| Link to Organogram of the institution webpage | https://carmelcollegemala.ac.in/organogram |
| Upload any additional information | View File |

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

| File Description | Documents |
|--|---------------------------|
| ERP (Enterprise Resource Planning) Document | View File |
| Screen shots of user inter faces | View File |
| Any additional information | View File |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | View File |

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The college assures the availability of all welfare schemes accorded by the Government, UGC and affiliating University to the teaching and non-teaching staff. The same includes Provident Fund, Group Insurance Scheme (GIS), State Life Insurance Scheme, National Pension Scheme (NPS), Medical Reimbursement, Accident Insurance and Festival Allowance. The Management grants festival allowance on Onam, Christmas, Vishu, Easter and Patron's Day for the support staff. Additionally, casual leave, half pay leave or commuted leave and other eligible leaves including maternity leave, paternity leave and

leave

benefits for those who suffer from miscarriage are given to the staff concerned.

Besides ascertaining a congenial workplace, other beneficial and relief measures endowed by the institution include:

Duty leave to attend Professional Development Programmes, Orientation/Refresher courses,

Advance payment in case of non-dispersal of salary or delay, Reasonable remuneration packages to the Management staff, Financial support during contingency, Interest-free loans for those in need, Admission preference for children and wards of the employees to any programme, Granting of funds to departments to organize seminars/workshops and awareness programmes, Financial assistance to staff for attending conferences/seminars and presenting research papers.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/teach-association |
| Upload any additional information | View File |

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

5

| File Description | Documents |
|---|---------------------------|
| Upload any additional information | View File |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | View File |

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

11

| File Description | Documents |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres). | View File |
| Reports of Academic Staff College or similar centers | View File |
| Upload any additional information | View File |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | View File |

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

44

| File Description | Documents |
|---|---------------------------|
| IQAC report summary | View File |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers) | View File |
| Upload any additional information | View File |
| Details of teachers attending professional development programmes during the year (Data Template) | View File |

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institution adheres to the practice of periodic performance assessment of the staff through multi-tiered internal and external mechanisms. The IQAC, entrusted with executing these measures, verifies the documents and submits the same to the Principal for assessment and approval.

Teacher Evaluation by Students, Parents and Alumnae: A questionnaire on quality parameters such as the faculty's communication skill, in-depth knowledge in

the subject concerned, and ability to integrate course material with the teaching environment is framed by the IQAC and is distributed among students, department-wise

Teaching Plan and Teacher's Diary: Each faculty is required to prepare a teaching plan on the courses entrusted to them and the teaching/evaluation methods adopted. These documents, cross verified by the HoDs, are submitted to the IQAC to monitor faculty's involvement in academic and allied activities.

Teacher's Self-Appraisal Form: The self-appraisal form annually furnished by the faculty, as envisaged by the UGC, covers general information, teaching methodology, administrative responsibilities, examination and evaluation duties etc.

Self - Appraisal of Administrative Staff

A self-appraisal form designed by IQAC is employed to assess the performance of administrative staff and the Superintendent

is in charge of its timely conduct.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/teach-association |
| Upload any additional information | View File |

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Carmel College has instituted a transparent and accountable financial management system.

At the end of a financial year, the Financial Advisory Committee convenes to formulate a budget for the next academic year, taking into account, the financial requirements for purchase/maintenance submitted by the Heads of departments. The finalized blueprint of budget allocation is passed to the Local Management Committee and Governing Body, and from there to the Board of Management for sanction of fund dispersal in time. A monthly report on expenses incurred is submitted by the Finance Administrator and countersigned by the Principal. On behalf of the Management, all monetary transactions are verified by the

financial administrator of the college. Annual internal audit: The internal audit for all funds is carried out by CMC Udaya Educational Society through the Finance Office Secretary and the internal auditor of the Society appointed by the Manager of the institution. The external financial audit of Government funds and grants received by the institution follows a three-tier system. An external Chartered Accountant annually audits all the grants and funds sanctioned by the Central/State Government and furnishes a report issued with a Utilization Certificate.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/admin/audit |
| Upload any additional information | View File |

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

1.86

| File Description | Documents |
|---|---------------------------|
| Annual statements of accounts | View File |
| Any additional information | No File Uploaded |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | View File |

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

For both the academic and infrastructural development of the institution, a well-defined mechanism is in place to monitor and efficiently channel available financial resources. The Principal and the various Committees - Planning Board, Monitoring Committee, and Purchase Committee - of the college are responsible for monitoring the use of financial resources received from the Central/State Government, Non-Government organizations and Management. The financial management system of the college is fully automated to carry out the process of admission, the collection of fees, preparation of salary bills, income tax and PF remittance of the staff, and similar accounts. The UGC, KSCSTE, DoECC seminar grants received are promptly deployed for the conduct of research projects, seminars and workshops. UGC and RUSA funds have also been utilized for building construction and general development activities. Government scholarships/e-grants and other financial assistance are exclusively utilized for student welfare and effective functioning of various student wings and

clubs. College Management extends financial support by way of scholarships, social projects, funding of seminars/workshops, promotion of research, fee payment of needy students, the salary of self financing staff, financing construction and maintenance of college infrastructure and other physical facilities, social activities and providing medical aid.

| File Description | Documents |
|---------------------------------------|---|
| Paste link for additional information | https://www.carmelcollegemala.ac.in/infra |
| Upload any additional information | View File |

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC is accorded a cardinal role in fostering and sustaining the quality of academic and

Administrative standards of the institution. IQAC Peer Team regularly updates themselves on the novel initiatives in the higher education sector to devise strategic measures for implementation at the institutional level. As a decisive step towards fine-tuning the professional acumen of staff, the IQAC, independently and in collaboration with other institutional Cells and Committees, annually organizes orientation classes, national/state level seminars, workshops and professional development programmes on diverse areas taking into consideration the need of the hour, relevance and growing demand. Students are the prime beneficiaries of quality measures promoted by the IQAC. To bolster their drive for learning and attain self-sufficiency, IQAC organized number students' orientation programmes. Seminars on topics like women empowerment, environment conservation, and novel changes in educational and job sectors in the light of the covid-19 pandemic have also been organized for both staff and students considering the relevance of these focal areas.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Well-defined strategies have been codified from time to time by the IQAC to ensure quality in the teaching learning process.

Annual Academic Audit: To enhance the performance consistency of departments, annual internal and external academic audits are conducted by the IQAC.

Internal Audit: Each department is mandated to submit a self-study report that includes exhaustive documentation of departmental activities Departmental Action Plan and Teaching Plan submitted at the beginning of the academic year and Teacher's Diary and Mentor's Diary of each faculty are also cross-verified to ascertain the authenticity and quality of academic and allied activities undertaken. The evaluative report by IQAC including viable

suggestions is handed over to the Principal and from there to the Manager to assess and recommend suggestions as required.

External Audit: A panel of experts/peer academicians from other colleges, constituted by IQAC conducts the external academic audit. Arts, Science, Commerce and Vocational Studies streams are assigned a separate committee of experts for evaluation. Departmental self-study reports and the internal audit report are submitted to the expert committee well in advance before the visit. Following the visit, the panel prepares an executive summary, highlighting the strengths and areas/suggestions for improvement.

| File Description | Documents |
|---------------------------------------|---------------------------|
| Paste link for additional information | Nil |
| Upload any additional information | View File |

| | |
|---|------------------------------|
| 6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA) | D. Any 1 of the above |
|---|------------------------------|

| File Description | Documents |
|--|---|
| Paste web link of Annual reports of Institution | https://www.carmelcollegemala.ac.in/annualreport |
| Upload e-copies of the accreditations and certifications | View File |
| Upload any additional information | View File |
| Upload details of Quality assurance initiatives of the institution (Data Template) | View File |

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Being a women's college, it has been the unequivocal purpose of this institution to groom generations of self-reliant, women through quality education. In tune the institution ensures,

Gender sensitization through the transfer of knowledge: Gender studies as part of the curriculum across various programmes secure the possibility of transforming classrooms as enabling spaces for enlightening deliberations.

National and regional seminars/webinars that perspective gender concerns are organized by departments, various cells and clubs such as Women Cell, AICUF, ED club etc.

Orientation classes on women's health, hygiene, and physical fitness

Minor projects to aid local women in securing stable livelihoods

Extension activities in nearby schools, women community and adopted villages promoting

awareness on issues like child abuse and child protection, reproductive health and gender equality, legal literacy, health and hygiene have been undertaken by the NSS units and departments. The institution observes International Girl Child Day, International Women' Day, and International Day for Elimination of Sexual Violence by organizing insightful talks, competitions, and awareness campaigns.

Open forums like association hours, talk shows, short films and students' magazines, and

representation in decision-making bodies allow students to vocalize their views.

| File Description | Documents |
|--|---|
| Annual gender sensitization action plan | https://www.carmelcollegemala.ac.in/annualgender |
| Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information | https://www.carmelcollegemala.ac.in/gendersensitization |

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

| File Description | Documents |
|--------------------------------|---------------------------|
| Geo tagged Photographs | View File |
| Any other relevant information | View File |

7.1.3 - Describe the facilities in the Institution for the management of the following types of

degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

From framing a comprehensive green policy to observing green protocol in routine engagements and official gatherings, the institution reinforces the importance of waste management etiquettes. Separate colour coded bins - Blue for paper waste, Red for plastic waste and green for food waste- placed at vantage points 4 waste disposal units demarcated for plastic, paper and food waste .Bio compost and vermicompost units are used for conversion of biodegradable waste into manure.Incinerators and Waste Burning Plant for disposal of non-plastic solid waste and sanitary napkins.Two biogas plants installed in the college hostel and staff quarters respectively are used to generate cooking gas and liquid fertilizer of high nutrient content.Reduction of plastic use. E-waste management:To ensure minimal e-waste, optimum utilization and timely maintenance are assured with the aid of experttechnicians and electricians. In case of damage to PCs/Laptops, spare parts are re-assembled for reuse as new systems. The timely recharging of the UPS battery is assured for longer span of use. Use of refill inkjet cartridges and laser toners are followed. Non-reusable e- wastes are collected and handed over to scrap dealers for safe disposal.

| File Description | Documents |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | View File |
| Geo tagged photographs of the facilities | View File |

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

| File Description | Documents |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Any other relevant information | View File |

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Geo tagged photos / videos of the facilities | View File |
| Various policy documents / decisions circulated for implementation | View File |
| Any other relevant documents | View File |

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

E. None of the above

| File Description | Documents |
|---|------------------|
| Reports on environment and energy audits submitted by the auditing agency | No File Uploaded |
| Certification by the auditing agency | No File Uploaded |
| Certificates of the awards received | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

| File Description | Documents |
|--|---------------------------|
| Geo tagged photographs / videos of the facilities | View File |
| Policy documents and information brochures on the support to be provided | View File |
| Details of the Software procured for providing the assistance | No File Uploaded |
| Any other relevant information | No File Uploaded |

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institution upholds ideals of tolerance and harmony by observing days of international, national and regional importance. Kerala Piravi, Onam and Christmas are celebrated with much fervour exemplifying the spirit of solidarity and

integration. Staff and students clad themselves in traditional wears for Onam, Kerala's harvest festival. Athapokalam, Onam Sadhya, Onapattu, and Thiruvathira are the highlights of Onam celebrations whereas traditional art forms like ChakyarKoothu, Kathakali and drama are performed on Kerala Piravidinam. Christmas celebrations including message, carol fest, gift exchange,

and cultural performances/competitions are organized by the AICUF and JY unit of the college. The college annual day celebration and arts fests see students performing various traditional art forms of different states of the country. This year due to the pandemic, offline programmes could not be organised, however most of the departments, including the staff and students chose to continue with the celebrations in the online mode.

| File Description | Documents |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | View File |
| Any other relevant information | View File |

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institutional practices rest on the principles of democracy, equality, and fraternity as envisioned in the Preamble to the Constitution of India.

The syllabi across programmes, primarily of Political Science, disseminate knowledge about the Indian Constitution and Politics. The institution, paired with Rajiv Gandhi Government Arts and Science College, Kotsheera, partakes in the mission of national integration through the EBSB programme. The institution observes Independence Day, Republic Day, Gandhi Jayanthi, National Unity Day and Kargil Vijay Diwas.

Democratic constitution of institutional decision-making bodies including College Council, IQAC, Staff Association, SQAC, PTA, Alumnae Association, Student Union, various Cells, Clubs and Forums. Freedom of speech is accorded to all and measures to safeguard the dignity and rights of all stakeholders are ensured.

Exemplifying citizen's responsibility, the NSS and NCC units of the college engage in social

services including the adoption of villages, cleanliness drives, house construction, awareness

classes and campaigns on diverse social matters and conduct of medical and blood donation camps. The staff extend their services as Presiding and Polling officers of elections to the State and Central legislatures. National Anthem is sung as a reminder of the national integrity, secularism and constitutional values.

| File Description | Documents |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | https://www.carmelcollegemala.ac.in/NAAC/AQAR%202020-21/criteria%20_7/7.1.9.pdf |
| Any other relevant information | Nil |

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

| File Description | Documents |
|--|---------------------------|
| Code of ethics policy document | View File |
| Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims | View File |
| Any other relevant information | View File |

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Amidst the global socio-cultural diversity, commemorating specific days, events, festivals or people is a testimony of unity and inclusivity, a concerted campaign for noble causes, and a celebration of innovation and progress. The institution gives much importance to these observances, transcending man-made barriers, as an enriching experience that can deepen our understanding of the purpose of existence. Enlightening lectures, awareness classes and campaigns, camps, green practices, copious extension/outreach activities, inter-departmental and inter-collegiate competitions, cultural and literary fests are organized by the institution under the auspices of various clubs, forums, NSS, NCC units and departmental associations. Days of historical importance and trailblazers of change such as Independence Day, Republic Day, Constitution Day, National Unity Day, Kargil Vijay Diwas, Gandhi Jayanthi, Mandela Day are commemorated to instil a sense of pride in nation's legacy and garner inspiration from the brave, selfless deeds of legends.

| File Description | Documents |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | View File |
| Geo tagged photographs of some of the events | View File |
| Any other relevant information | View File |

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Give a Hand - To Lead, To Lift

Objectives

Foster academic growth among economically backward students

The Context

Since majority of the students are first-generation learners who come from the lower stratum of society, the Management has decided to "Give a Hand- To Lead, To Lift."

The Practice

The college gives both financial aid to economically weak students in the form of fee concessions, scholarships besides supplying books, uniforms.

Evidence of Success

The most palpable evidence of success from this initiative has been the university ranks

Problems Encountered and Resources Required

With the increase in the number of needy students and limited funds, we have been forced to shortlist them.

Title of the Practice

Stay Green - In Embrace of Mother Nature

Objectives

Disseminate awareness about the sustainable environment among the students.

The Context

As a college situated in this ecologically fragile zone, we strongly believe in the inevitability of moulding an ecologically conscious society.

The Practice

Environment Education, Waste Management, Energy Conservation, Environment Vitalizing Practices

Evidence of Success

The activities have had an impact on staff and students in reinforcing a comprehensive knowledge about nature.

Problems Encountered

Delay faced in the stage-wise administrative sanction for solar installation in the campus

| File Description | Documents |
|---|---|
| Best practices in the Institutional website | https://www.carmelcollegemala.ac.in/bestpractice |
| Any other relevant information | Nil |

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Carmel College has always strived to stay true to its vision and mission of empowering the young women of the locality through education, with the higher aim of bettering their social standing and society at large. With a vast majority of first-generation learners at hand, disseminating quality education has both been a challenging and rewarding experience for the institution. Education at Carmel has never been limited to classroom learning, instead, it has always been about inculcating in students a commitment towards the community through engaging in various extension, outreach and linkage programmes as part of their learning and progress. Students have been sensitized to the socio-cultural, political, environmental,

particularly gender-specific issues transpiring in their immediate surroundings and world at large, through various institutional initiatives. The institution has also been able to fruitfully translate its resources for community upliftment.

At the heart of each of these endeavours is the desire to better the life of people in the community. Carmel College believes that no education is holistic, if it fails to connect the learners with the reality around and has stayed true to this conviction in all its practices.

| File Description | Documents |
|--|---------------------------|
| Appropriate web in the Institutional website | View File |
| Any other relevant information | No File Uploaded |

7.3.2 - Plan of action for the next academic year

In the light of the growing demand for global competency and quality, the college advocates consistent updating and professional growth of teachers in their disciplines to adeptly partake in nurturing a self-sufficient, cultivated student community. Embracing all the stakeholders into one-fold of fraternity, the institution sees to their needs and valuable suggestions and sustains a democratic, participatory academic culture. As the institution embarks on a novel phase with 40 years of legacy, more reformations to accomplish is aspired for in the field of academics, research, student support, infrastructure, community engagement and nature conservation. The future plan of action will include the following aspects:-

1. Efforts towards attainment of A+ grading
2. Achievement of Autonomous status
3. Starting of more Certificate courses
4. Improving the performance of students
5. Attracting more qualified faculty members
6. Encouraging more of research activities.